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Design guidance and codes

GLEMSFORD

Final Report
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locality
the power of community

Quality information

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Revision History

Revision	Revision date	Name	Position
V.00	02/06/2021	Ben Castell	Director
V.01	04/06/2021	Ian Poole; Stephen Plumb	Glemsford Parish Council

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CONTENT

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Introduction

01

1. Introduction

1.1 Introduction

Through the Ministry of Housing, Communities and Local Government (MHCLG) Neighbourhood Planning Programme led by Locality, AECOM has been commissioned to provide design support to Glemsford Parish Council. The Steering Group is making good progress in the production of its Neighbourhood Plan and has requested technical support to assist them in preparing design guidance and codes for future development within the Parish.

This document should support Neighbourhood Plan policies that guide the assessment of future development proposals and encourage high quality design. It advises on physical development helping to create distinctive places integrated with the existing parish.

1.2 Objective

The main objective of this report is to provide bespoke design guidance and codes that future developments within the Parish of Glemsford must follow in order to retain, protect and enhance its character, sense of place and scenic beauty of the area.

1.3 Process

The key tasks undertaken to prepare this document were as follows:

- **Meeting with the Parish Council and site visit.** A comprehensive analysis of the site and its surroundings constitute the base to understand the spatial context of the Parish and its key features;

- **Review of relevant policy and previous documents.** These documents constitute the base to understand the objectives and aims of the plan, incorporating both the policy and the residents' aspirations; and

- **Production of design guidance and codes.** These are the design measures that any development in the Parish must take into consideration and implement.

1.4 The area of study

Glemsford is a civil parish, 6 miles north of Sudbury, in the District of Babergh in the county of Suffolk. It had a population of 3,382 as of the 2011 census.

The Neighbourhood Area boundary covers the whole of the Parish.

The Parish is served by the A1092 to the south and by the B1066 to the east which connects the area to the wider transport network. The village sits on a small hill above the River Stour and the River Glem, from which it takes its name. The main settlement, comprising the historic core and buildings such as The Angel House and the Church of St. Mary are nestled around the B1065. This road also runs through the core of the village, forming its main arterial road.

F.1

Figure 01:
The main settlement is nestled around the B1065 which runs through the core of the village, forming its main arterial road.

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Key

▭ Parish boundary

F.2

Figure 02: Map of Glemsford parish and surrounding areas.

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Context
Analysis

02

2. Context Analysis

This section outlines the broad physical, historical and contextual characteristics of the Glemsford Parish area. It analyses the Parish's settlement pattern, heritage, landscape and mobility and sets out the key features of each component.

2.1 Area description

The parish is introduced in section 1.4 above.

It is also one of the most economically active villages in Suffolk, with several notable local businesses. There is also a local Spar convenience store, two takeaways and two pubs along the main road.

Other than local businesses, services in the village include education facilities such as the Glemsford Primary Academy and Glemsford Library, and large leisure facilities such as the Clock House Farm Caravan Park and Brookfield Place Kennels and Freedom Field.

Glemsford is a village with 48 listed buildings including the Crown and Black Lion Inns and St. Mary's Church.
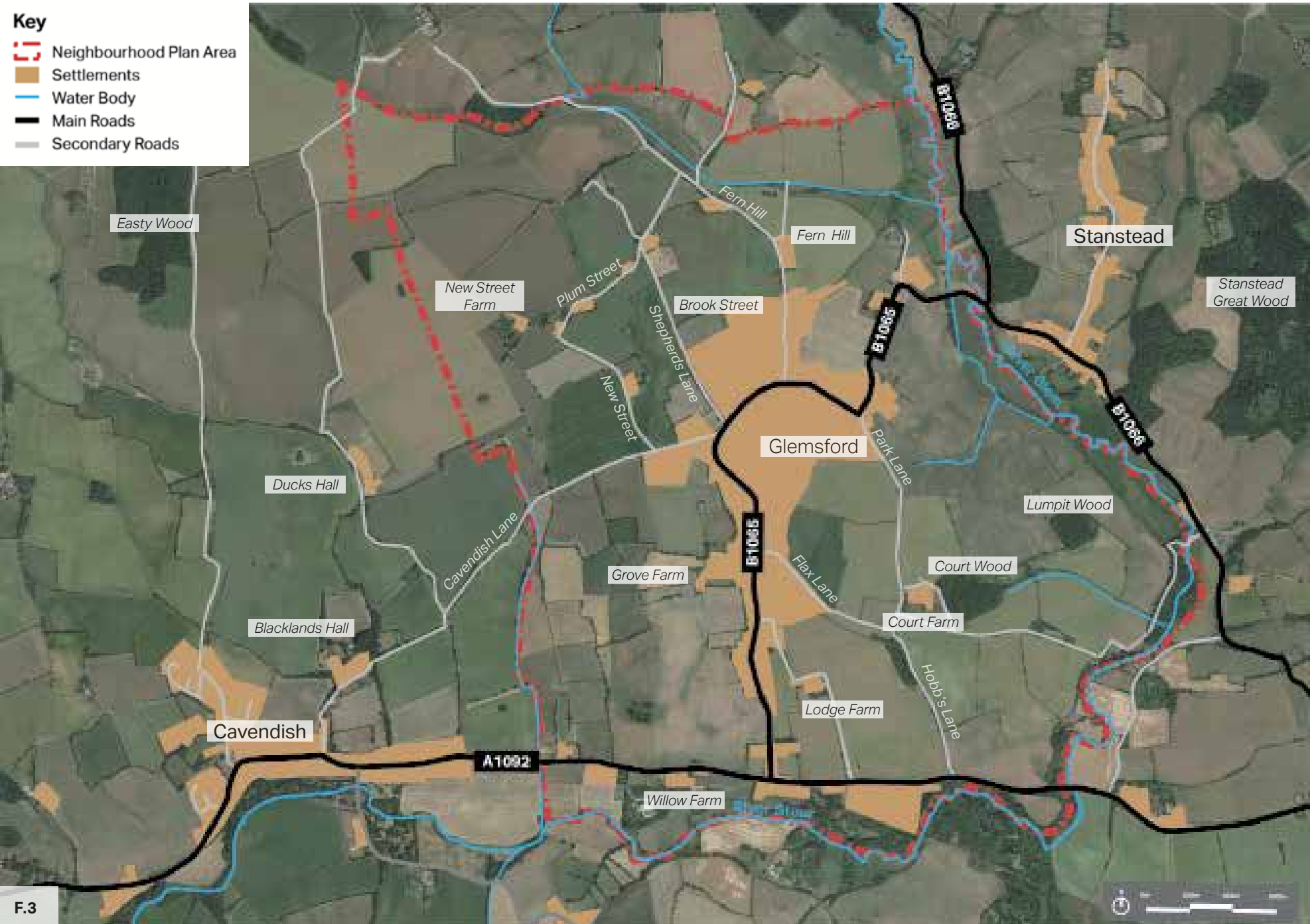
Figure 03: Map showing the Neighbourhood Plan Area in a context.

Key

- Neighbourhood Plan Area
- Settlements
- Water Body
- Main Roads
- Secondary Roads

Easty Wood

New Street Farm

Plum Street

Fern Hill

Fern Hill

Brook Street

Stanstead

Stanstead Great Wood

Shepherds Lane

New Street

Glemsford

Park Lane

Lumpit Wood

Ducks Hall

Cavendish Lane

Grove Farm

Court Wood

B1065

Flax Lane

Court Farm

Blacklands Hall

Hobb's Lane

Lodge Farm

Cavendish

A1092

Willow Farm

B1066

B1065

B1066

F.3

2.2 History and heritage

Glemsford is an ancient village that dates back to Domesday in the 11th century. It is fairly rich in archaeological remains, although few of the sites listed in the Suffolk Sites and Monuments Record are within the built up area.

The village has several clusters of archaeological sites. The first cluster lies towards the east, around the medieval church. It comprises of a ring ditch, a Saxon find and a medieval moated site. The second cluster lies in the south-eastern corner of the parish, near Glem Bridge. It is comprised of two ring ditches, an enclosure and a tumulus.

From the second site, the A1092 road to Clare follows the route of a former Roman road. Elsewhere in the village are remains from various periods, including the post-medieval remains of a watermill and the site of a priest's college.

Glemsford village had a railway station that was opened in the 1860s and closed during the Beeching Axe in 1967. The rail link provided a route through the village between Sudbury and Cambridge, known as the Stour Valley Railway. Although the station is closed, the Station House, now a private property, and the goods shed, now converted to residential flats, and a level crossing post remains as part of the village's rich heritage[1].

The northern part of the village has three historic nuclei and contains a number of listed buildings. The oldest and most significant building is the Grade I listed Church of St. Mary. This building was graded for its architectural, historic and topographical value as it sits over the landscape and acts as a landmark on the approach to the village from the north and in the long views from the countryside to the north.

Some of the other Grade II and II* listed buildings in the village include:

- Angel House;
- Angel Inn;
- Barn and Outbuildings at Hill Farmhouse;
- Churchgate Farmhouse;
- Clock House;
- Coldhams House;
- Ebenezer Baptist Chapel;
- Ferncroft;
- Glemsford County Primary School;
- Greyhound Cottage;
- Hill Farmhouse;
- Millhill Cottage;
- Monks Cottage;
- Monks Hall;
- Park Farmhouse;
- Patches House;
- Peverells;
- Place Farmhouse;
- Potash House;
- Skate's Hill House;
- The Black Lion Inn;
- The Crown Inn; and
- The Little Cottage.

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1 Glemsford Conservation Area Appraisal. Available at: https://www.midsuffolk.gov.uk/assets/Conservation-Area-Appraisals/Glemsford2008CAA-1.pdf

Figure 04: Map showing Glemsford's Conservation Area Boundary and sites and monuments record sites.

Figure 05: Map showing the listed buildings in Glemsford.

Source: Glemsford Conservation Area Appraisal. Available at: https://www.midsuffolk.gov.uk/assets/Conservation-Area-Appraisals/Glemsford2008CAA-1.pdf
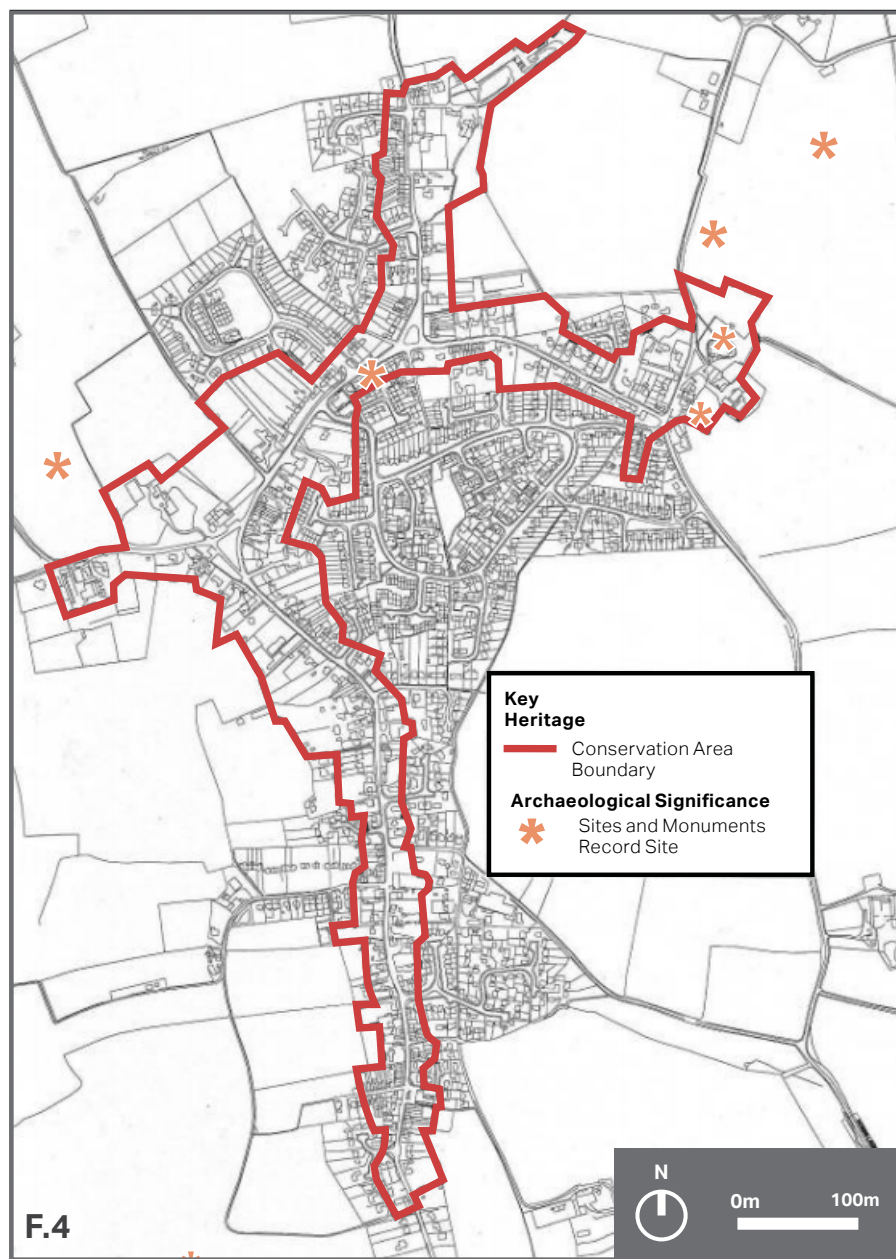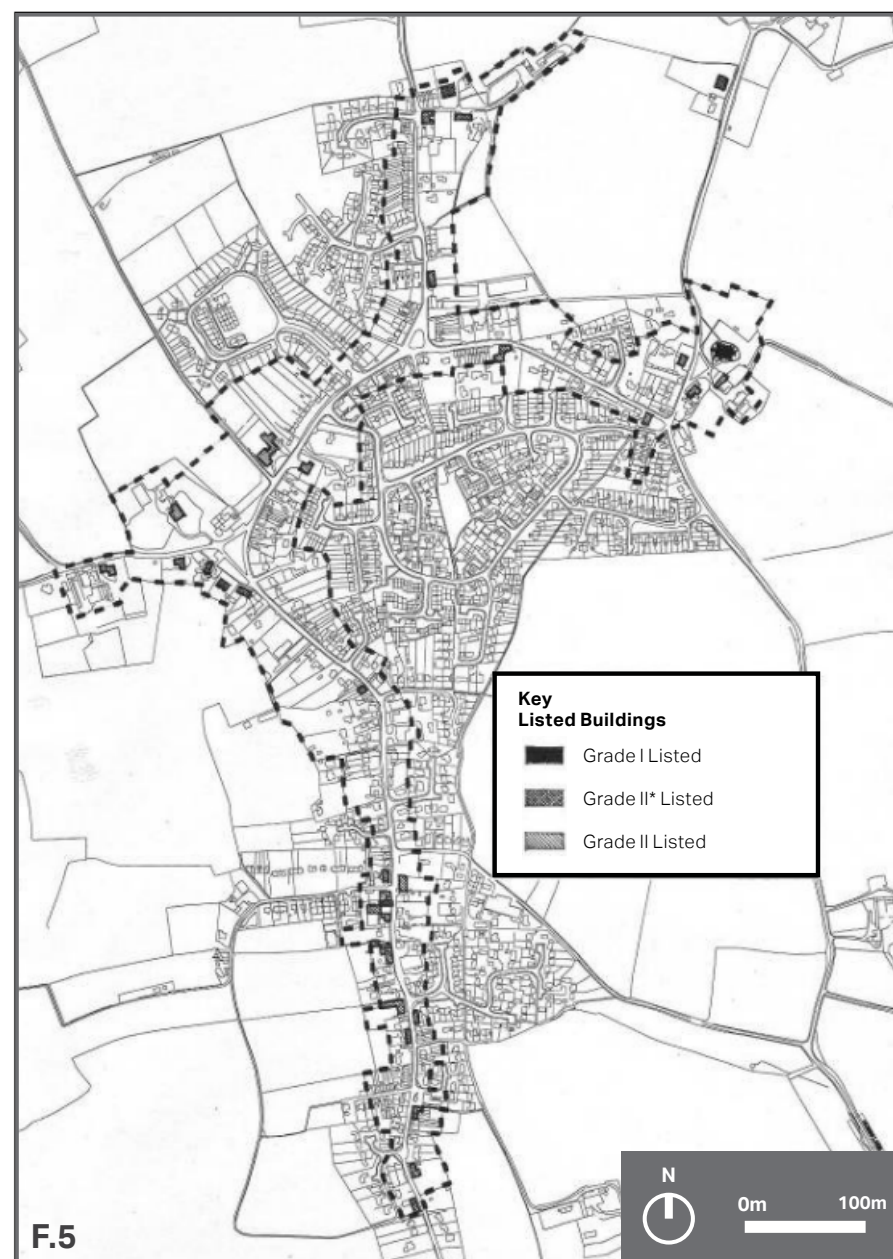
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Figure 06:
Monk's Hall, Grade II* listed building dated back to 1614.

Figure 07:
The Black Lion Inn, one of Glemsford's historic inns and listed buildings.

Figure 08:
The Angel Inn, a Grade II listed building and the Angel House behind, a Grade II* listed building.

Figure 09:
St. Mary's Church, Grade I listed building.

Figure 10:
Skate's Hill House, Grade II listed building listed in 1953.

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2.3 Environment and landscape

Glemsford is surrounded by a landscape of undulating farmland with blocks of ancient woodland.

It is predominantly an area of ancient enclosure with irregular field patterns bounded by large, well-established hedges. It has retained its historic character since development has been effectively well managed thus far.

For instance, all the lanes leading into Glemsford have mature hedges and trees which softens the edges of the village. Furthermore, the northern end of Glemsford is complimented by a green open space area framed by development.

Surrounding Glemsford, there are numerous areas of ancient woodland and hedgerows, which provide prominent features within the landscape setting. The narrow winding lanes of water meandering through the gaps in the hedgerows shows glimpses towards the long open views of arable farmlands.

From elevated points, the predominantly rural character of the countryside is evident with views between the valley contrasting with the open fields on the higher grounds. This landscape of ancient farmlands with dispersed ancient woodlands and pattern of fields segmented by well-established hedgerows provide Glemsford village with a backdrop of a quiet and traditional farmland amenity.

Although Glemsford is in an elevated location surrounded by agricultural fields, the surrounding woodlands and nearby mature planting provides screening from the roads[2].

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2 Joint Barbegh Council and Mid Suffolk District Council Landscape Guidelines. Available at: https://www.babergh.gov.uk/assets/DM-Planning-Uploads/Joint-Landscape-Guidance-Aug-2015.pdf

Figure 11: Photograph of the view from Cavendish Lane
Figure 12: Photograph of the view from St. Mary's church towards the valleys of River Glem.

F.11

F.12

Key

- Neighbourhood Plan Area
- Settlements
- Main Roads
- Secondary Roads

Landscape Character

- Undulating Ancient Farmlands
- Rolling Estate Farmland
- Rolling Valley Farmland
- Ancient Rolling Valley
- Valley Meadowlands
- Woodlands

Easty Wood

Scotchford Wood

Stanstead

Calves Wood

Stanstead Great Wood

Glemsford

Lumpit Wood

Court Wood

Cavendish

B1066

B1065
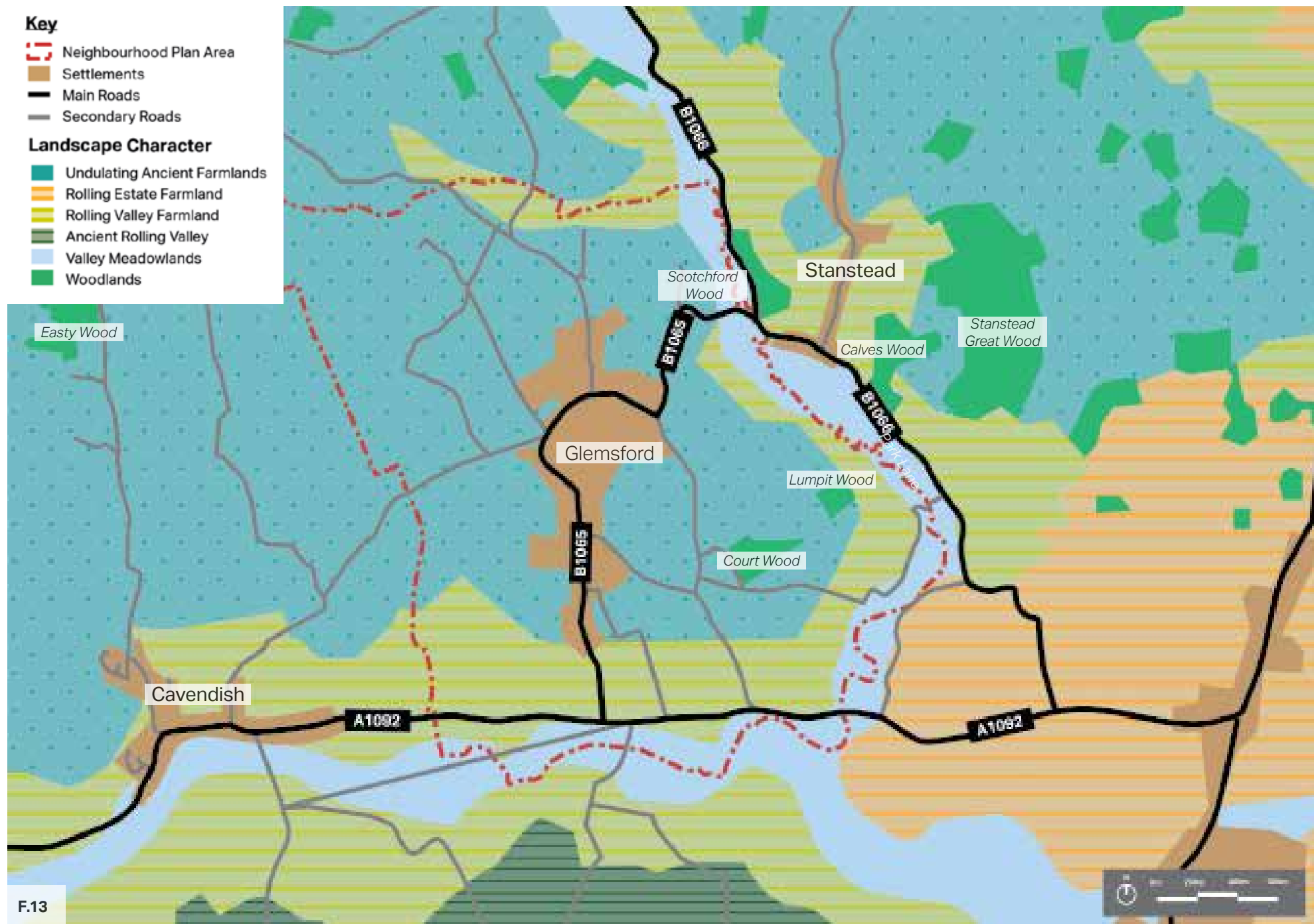
B1066

B1065

A1092

A1092

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Figure 13: Map showing Glemsford's landscape character.

2.4 Mobility

Glemsford lies to the north of the market town of Sudbury. The village is connected via the A134 to the east and has a series of bus networks.

The village is directly connected to the A134 through the B1066 to the east and the A1092 to the south. Both these main roads are connected through the B1065 that runs through the spine of the village, forming its main connection route. The B1066 connects the village to the neighbouring Stanstead village, whilst the A1092 connects Glemsford to Cavendish village.

The bus services are generally quite limited and run to Bury St Edmunds and Sudbury. The weekdays services are quite infrequent. Other buses only operate during school term time to the schools. The nearest train station is located in Sudbury, approximately 7 miles south east of Glemsford. This rail service mainly serves a route that terminates at Marks Tey.

Glemsford also has a well developed network of footpaths, both interconnecting the different parts of the village and providing links out into the wider countryside. Some of the more recent developments, such as The Causeway (FP38), feed into this network.

The village has a comprehensive north south footpath from River Stour valley right up to the northern part of the village. This footpath meets and crosses many other footpaths out of the built up area along their respective routes.

2.5 Grain and pattern of development

Sat between two river valleys, the village is essentially linear in its historic form, punctuated at its northern end by three green spaces at Tye Green, Fair Green and Churchgate.

Much of Glemsford's recent growth has been the housing areas that fill the area between Tye Green and Bell's Lane, which is the geographical centre of the village.

The B1065 that links all these spaces together comes up Skate's Hill from its A1092 junction and gently winds along Egremont Street and Hunt's Hill.

Egremont Street is one of the village's historic nuclei. Within it, much of its buildings are tightly packed onto the street, giving a good sense of enclosure and creating an almost urban feel as the street winds left and right.

The development in the northern half of the village features more permeable streets than the linear pattern of development in the southern

Key
- Green Space
- Buildings
- Listed buildings
- Main Roads
- Secondary Roads
- Cul-de-sacs/deadend
- Public rights of way

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Figure 14: Map showing Glemsford village (north half).

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half of the village. It has main streets that branch off to more private residential lanes that lead to small cul-de-sacs. The houses in this area do not always directly face the streets, especially when they are main streets.

When located on smaller residential lanes, houses tend to face directly onto the street with less set back. Where there is a large open space like in Schoolfield, only some of the houses face directly onto it while the others face onto the residential streets perpendicular to the open space.

Houses usually feature low brick walls, fences or soft landscaping as boundary treatment. Housing typologies found in this area vary from bungalows, terraced houses, semi-detached and detached housing. Plots in this area are small, narrow and tightly knit, which creates slightly higher densities than its southern counterpart.

The southern half of the village features less permeable streets as it follows a more linear pattern of development centred around the main arterial road. Houses in this area face directly onto the street whether situated along the main road or a smaller residential street.

Houses along the B1065 tend to have harder boundary treatment that features brick walls, fences and tall hedgerows. In most cases, there is little to no building set back from the B1065 to the edge of the plot. The typical housing typologies in this area are semi-detached and detached housing. Plots in this area of the village are slightly larger than those in its northern counterpart. This creates a lower density even though houses tend to be larger and taller than those in the northern half of the village.

Key
- Green Space
- Buildings
- Listed buildings
- Main Roads
- Secondary Roads
- Cul-de-sacs/deadend
- Public rights of way

Figure 15: Map showing Glemsford village (south half).

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Design Guidance and Codes

03

3. Design Guidance and Codes

3.1 Introduction

The aim of this document is to ensure that future development within Glemsford is well-designed and built to last. This document focuses on the existing distinctive characteristics of the Parish, showing how they can be incorporated into new development, with the aim of maintaining and, where possible, enhancing the quality of place.

This section sets out best practice examples from the Parish, demonstrating how the existing context can serve as a reference point and an inspiration for new development that is sensitive to the existing place.

Reference to existing character does not, however, rule against contemporary approaches to design, but it does require a more nuanced and sensitive design approach to avoid inappropriate design solutions. The elements that are more general are what we mean by design guidelines. Other elements that are more prescriptive or set out parameters are the design codes.

This chapter is divided into 12 sections, each one with a different number of subsections. Each section and subsection is numbered (e.g. DC.01) to facilitate its reading and consultation.

Short introductory texts with more general design guidelines is provided at the beginning of each section followed by a series of more prescriptive codes and parameters highlighted in a light-purple box.

DC.01	**Layout, Grain and Pattern of Development**
DC.02	**Relationship with the Street and Other Spaces**
DC.03	**Building Scale and Form**
DC.04	**Architectural Style, Materials and Details**
DC.05	**Open Space and Landscape**

DC.06	**Boundary Treatment**
DC.07	**Access and Movement**
DC.08	**Views**
DC.09	**Extension and Alterations**
DC.10	**Conversion of Existing Buildings**
DC.11	**Development Affecting Heritage Assets**
DC.12	**Sustainable Design**

DC.01 Layout, grain and pattern of development

DC.01.1 Pattern of development

Any new development in Glemsford must consider the landscape, environmental and heritage characteristic of the village. This includes the locational context of the proposed development in respect to the Conservation Area of the village.

i. Development must reflect the existing character of the village, especially of that within the Conservation Area;

ii. Development affecting the transitional edges between a settlement and the surrounding countryside, typically beyond the designated settlement boundary, must be softened by new landscaping features to provide a harmonious interface between the built environment and the wider landscape;

iii. Development that alters the undeveloped skyline of the low lying valleys to the south and encroaches up the slopes towards the hillsides surrounding the village should be avoided; and

iv. The views toward the Church of St. Mary's should be protected. The impact of massing, height and architectural quality of any new development within the view corridor should be considered.

KEY

- - - Conservation Area

Figure 16: Layout of development at the core of the village, west of Tye Green. Houses are slightly larger with larger plots and more open space provision. Development that meets the edge of the Conservation Area should consider its character and overall pattern of development.

Figure 17: Layout of the southern part of the Conservation Area along B1065. Houses are more closely knit with a slightly higher density. Pattern of development along Long Pastures to the east reflect the character and density of the Conservation Area adjacent to it.

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DC.01 Layout, grain and pattern of development

DC.01.2 Layout and grain

Development should be sympathetic to local character and history and establish or maintain a strong sense of place. Understanding and appreciating the local historic environment can help to ensure that potential new development is properly integrated with existing development and does not result in the loss of local distinctiveness.

i.   Development should sustain or enhance the characteristic and historic locally distinctive grain of development with its mix of form, layout and size;

ii. Siting and layout of new development must be sympathetic to the character of the area and must respect the built heritage of the village. Proposals near the historic part of the village should respect the characteristic linear character whereas a more informal layout should be used around the edges of the settlement; and

iii. Development that does not reflect the current grain of the village should be avoided. Proposals should consider the existing density and the relationship between buildings and plot sizes.

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Figure 18: View of the layout of development along the main road.

Figure 19: Layout of development in the southern half of the village has less permeable streets with development mainly clustered along the main road.

Figure 20: Layout of more recent development along Kings Road branches further off from the main road with more permeable residential lanes and larger housing plots.

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DC.02 Relationship with the street and other spaces

DC.02.1 Relationship with the street and other spaces

The arrangement and grouping of buildings, the relationship between one building and another and with the street, open spaces and the surrounding area, are all important elements in defining the character of an area.

Within the village, buildings either have their main facade addressing the street or at a right angle with gable ends onto the street. There are variations in the positioning of the buildings which are sometimes located directly onto the street or set back with small or more generous open frontages.

i. Proposals shall sustain or enhance the characteristic arrangement of the village with buildings having open frontages or enclosed gardens or buildings directly positioned on the street; and

ii. Proposals will have regard to the existing relationship between buildings and the street or other surrounding open spaces and how the siting and position of any new buildings can positively respond to this.

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Figure 21: Photograph of terraced houses with no building set back from the street.

Figure 22: Photograph of terraced houses with front gardens that gives a slight building set back from the street.

Figure 23: Photograph of semi-detached houses with wide green verges and large building set back from the street.

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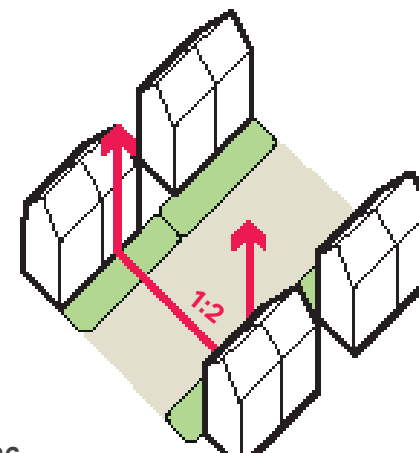## DC.02 Relationship with the street and other spaces

DC.02.2 Enclosure

'Enclosure' refers to the relationship between public spaces and the buildings or other features that surround them. A more cohesive and attractive urban form is achieved where this relationship is in proportion. The following guidance should be considered to achieve a satisfactory sense of enclosure:

i.   Facades should have an appropriate ratio between the width of the street and the building height;

ii. Buildings should be designed to turn corners and terminate views;

iii. Narrow gaps between buildings must be avoided. Buildings should either be detached, semi-detached or properly attached; and

iv. In the case of a cluster of dwellings, it is recommended that a variety of plot widths and facade alignments should be considered during the design process to create an attractive villagescape.
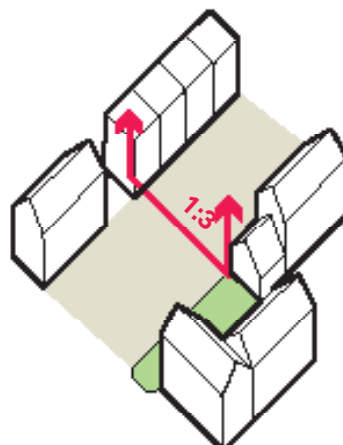
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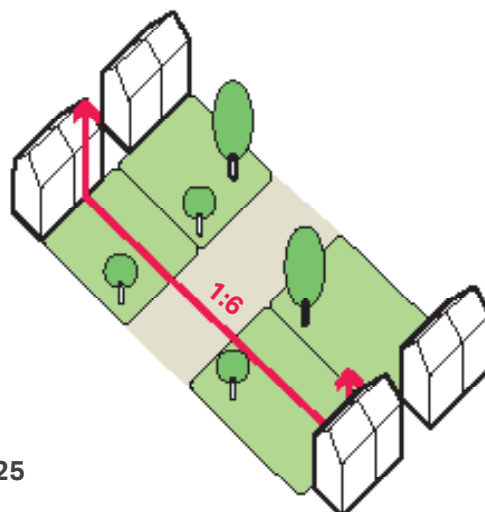
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Figure 24: Enclosure in the village centre typically of 1:3 ratio.
Figure 25: Enclosure in higher density housing typically 1:2 ratio.
Figure 26: Enclosure in rural housing typically 1:6 ratio.

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DC.02 Relationship with the street and other spaces

DC.02.3 Corner treatment

An important townscape principle is for buildings to satisfactorily address the corner. Where corner sites are visually prominent buildings should define the corners architecturally.

i. Buildings should have multiple entrances if possible and two active frontages should be created by incorporating prominent entrances and windows;

ii. On corners which are less visually prominent, such as within the lower density residential areas, continuous built frontage should address the corner by using a series of linked dwellings where possible; and

iii. When a terraced, detached or semi-detached house faces out onto the corner, the buildings should have the main entrance and habitable room windows facing both sides to create activity, and should overlook the street. This building can also be taller or have a distinctive architectural element to ensure a greater presence.

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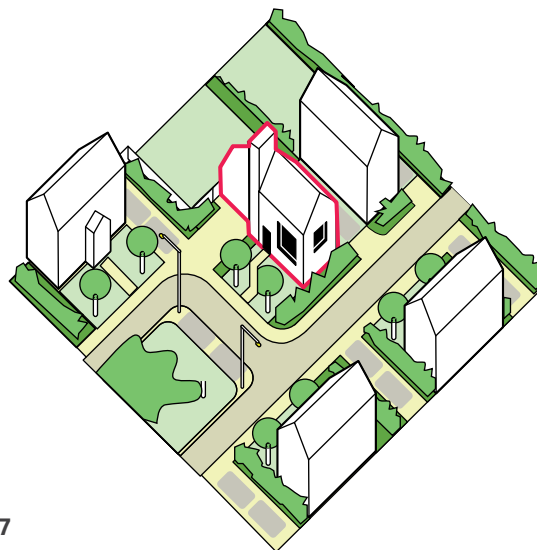
Figure 27: Diagram showing a corner building with two frontages.
Figure 28: Example of good corner treatment with two frontages along the entrance.
Figure 29: Example of good corner treatment with two frontages along the entrance.

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DC.03 Building scale and form

DC.03.1 Scale, form and massing

The scale, form and massing of buildings are important to the character of a place. Therefore, the existing context needs to be considered and new development should react sensitively to preserve and enhance the best characteristics of a place. It should ensure a harmonious relationship with neighbouring buildings, spaces and streets. Across Glemsford, the majority of the buildings are between 1-3 storeys. Its form ranges from a row of terraced houses with enclosed front gardens along Brook Street to semi-detached and detached houses with large, open front gardens such as those along Angel Lane.

i.   Development within the parish should be of a scale and design that reinforces the locally distinctive character of the area;

ii. The scale and massing of new buildings should be in keeping with the form and massing of neighbouring properties. It must have regard of its impact at street level in addition to appearance from more distant views; and

iii. The height of new buildings should be in keeping with neighbouring properties and shall demonstrate how heights of development will not be over-bearing or dominant in the existing street scene and on the overall townscape.

Figure 30: Uniformity of scale, form and massing of houses in Glemsford.
Figure 31: Photograph showing uniformity in scale and massing within Glemsford.
Figure 32: Diagram showing simplicity in building forms across Glemsford.

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DC.03 Building scale and form

DC.03.2 Rooflines

Traditional buildings within the village are unified by their simplicity of form complemented by gables and pitched roofs. The roofline in Glemsford is varied in height of eaves and ridges, which makes an important contribution to defining the vernacular character of its streetscape.

i. Roofline should be well articulated and in proportion with the dimensions of the building with subtle changes to avoid monotonous elevations and featureless appearances.

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F.34

Figure 33: Photograph showing the varied roofline in Glemsford that has a harmonious relationship with the neighbouring buildings, spaces and streets.
Figure 34: Photograph showing the homogeneous roofline in Glemsford.

DC.04 Architectural style, material and details

DC.04.1 Architecture style

The village is characterised by different building styles dating from the 15th to the 19th centuries as well as extensive modern developments outside of the historic core of the settlements.

The area is not characterised by one architectural style or a single character, but rather a mix of different styles with different responses to the street layout and landscape. The historic townscape is mainly traditional vernacular with a mixture of architectural styles and periods and variations in height from one to two storeys. Buildings are generally simple in form with a rectangular plan, gables and pitched roofs with chimneys.

i.   Architectural design should reflect high quality local design references in both the natural and built environment. It should reflect and reinforce local distinctiveness.

Figure 35: Examples of traditional houses in the Parish.

DC.04 Architectural style, material and details

DC.04.2 Building proportion

The relationships between buildings and its elements can provide visual interest and enhance the local character.

i. The proportion of a building's elements should be related to each other as well as the scale and proportion of the building;

ii. The proportions should be dictated by and respond to the type of activity proposed as well as the composition of the existing streetscape;

iii. The front elevation of the buildings must be arranged in an orderly way to avoid creating cluttered facades; and

iv. Features such as windows, doors and solid walls should create vertical and horizontal rhythms along the facade providing variety.

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Figure 36:
Elevation showing typical building proportion in a detached house.
Figure 37:
Houses with good horizontal and vertical window alignment along Schoolfield.
Figure 38:
Windows of terraced houses all horizontally aligned.
Figure 39:
Semi-detached houses with good horizontal and vertical window alignment.

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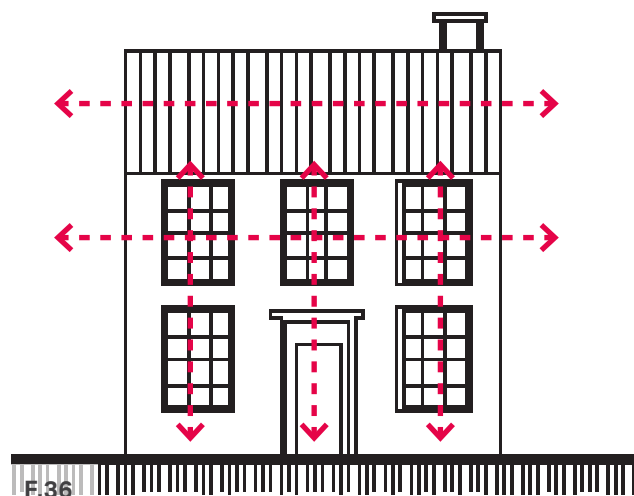
DC.04 Architectural style, material and details

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DC.04.3 Windows

The detailing, materials and fenestration of windows along building facades can inform the character of the street. Within the village, there are a variety of window styles with a predominance of casement, mullion and bay windows in older buildings that should be used as guidance for new developments.

i. Windows should match the general orientation, proportion and alignment of other windows in the same building as well as those on adjacent properties, reinforcing the continuity of the streetscape;

ii. Window subdivisions should be arranged symmetrically about the horizontal and vertical areas of the openings. Unproportionally large panes of glass that are not subdivided should be avoided, as they can distort the visual scale of the building;

iii. Windows in new developments should have consistent colour, thickness of frame and quality of windows across all elevations; and

iv. Windows should employ a particular design approach by adopting either a contemporary or traditional style. Contemporary style buildings can have a variety of window designs whereas traditional building styles should have a limited range of patterns.

Figure 40: Examples of locally distinctive windows in the Parish

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DC.04 Architectural style, material and details

DC.04.4 Doors

Different types of doors are used throughout Glemsford that creates an interesting and varied streetscape.

i. New development should use the best of existing architectural styles as inspiration; and

ii. Small porches at the entrance of buildings should respect the building line of the street, particularly where a strongly defined building line is an important characteristic of a street. The roof pitch should match that of the original building to ensure it blends in with the building.

Figure 41: Examples of locally distinctive doors in the Parish. The use of small porches on many older buildings has frequently been replicated in newer buildings

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DC.04 Architectural style, material and details

DC.04.5 Chimneys

Chimneys can be seen across the village in all housing types, therefore, they can be placed in several locations. A modern approach should be taken to chimney design and should only be incorporated where they serve a function. In the case of small dwellings without fireplaces, gas fuel or soil and vent outlets can be combined into chimney structures.

i. Chimneys should match the primary elevation material and placed symmetrically to the ridge line;

ii. Chimneys should rise above the roof and when on an end elevation should connect to the ground; and

iii. Chimneys should be positioned on the ridge of the roofs, centrally on a gable end and should have pots.

Figure 42: Examples of locally distinctive chimneys in the Parish. Some chimneys are integral to the building mass, while others sit outside and form projections

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DC.04 Architectural style, material and details

DC.04.6 Roofscape

The scale of a roof should be designed in proportion to the height of the elevation. Subtle changes in angle of the roof pitch provides a variety of roofscapes, avoiding monotonous building compositions.

i. Roofs should have a simple form and avoid shallow pitches;

ii. Development must use a common palette of locally distinctive vernacular building material, comprising: long straw thatch for traditional thatched roofs red clay pantiles, plain tiles or slate for gable, pitched and hipped roofs; and

iii. Roof renovation shall have regard to any existing feature of interest and ensure the use of matching details and materials.

Figure 43: Examples of typical roofs within Glemsford

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DC.04 Architectural style, material and details

DC.04.7 Waste storage and servicing

Modern requirements for waste separation and recycling has meant an increasing number of bins for each household. However, if not stored properly, bins can clutter the appearance of the public realm.

i. New developments must provide accessible refuse storage;

ii. Waste storage should be placed in a specific enclosure of sufficient size for all the necessary bins;

iii. Unattractive and unsafe rear alleyways between back garden fences must be avoided; and

iv. Refuse collection should be made within 25-30m of an adopted road.
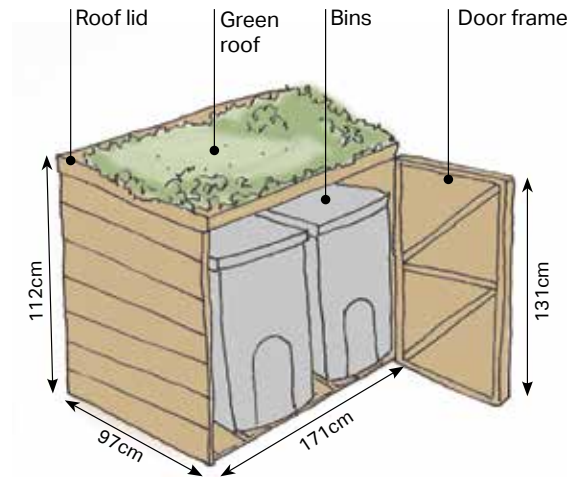
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Figure 44:
Waste storage diagram with dimensions.

Figure 45:
Example of bin storage design solution.

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DC.04 Architectural style, material and details

Figure 46: Examples of traditional architectural details in Glemsford

DC.04.8 Architecture details

The character of the area is mainly made up of modest houses predominantly with red brick and rendered facades which unifies the settlements.

The building style in the historic part of the village is characterised by locally distinctive features such as simple brick arches common for window and door openings and timber framed facades.

Decorative chimneys make an important contribution to the roofscape and are a distinctive feature when seen on the skyline. There are also a variety of decorative architecture elements used to complement windows and doors of houses in the area. Common features include gables and eaves.

i.   Poorly detailed and proportioned versions of traditional architectural features should be avoided;

ii. Development should use a common palette of locally distinctive vernacular architectural details; and

iii. The replacement of existing windows, doors, roofing materials and external finishes in a historic context should not alter the original character of the building.

F.46

DC.04 Architectural style, material and details

DC.04.9 Materials and colour palette

Local building materials make a key contribution to the character of the area and provide an important link between built development and the surrounding landscape. The predominant building materials are red bricks, rendered walls and timber framing.

The most common roofing material for gable, pitched and hipped roofs is red clay pantiles, plain pantiles and slate.

Boundary treatments often include green verges met with hedgerows, small trees and other well maintained landscaping features, especially within the Conservation Area.

The use of sustainable materials is highly welcomed but they must respect the existing materials palette in the village to conserve the distinctive local character of Glemsford.

In new developments and renovations, locally sourced bricks or bricks that match the buildings in the surrounding area would be the most appropriate. Particular attention should be given to the bonding pattern, size, colour, and texture of bricks.

Generally, for inspiration and appropriate examples, the developers should look at the buildings within Glemsford's Conservation Area. Each development should be designed with the specific location in mind and its immediate surroundings. Examples of materials distinct to Glemsford is shown in the following page.

i. Development should employ materials and features to conserve and enhance the distinctive local character and heritage of the village;

ii. Development should use a common palette of locally distinctive vernacular building material, comprising: local red brick, rendered facades and colour washed external walls; long straw thatch for traditional thatched roofs; red clay pantiles, plain tiles, and slate for gable, pitched and hipped roof;

iii. Development should also use a common colour palette of locally distinctive tones found within Glemsford's Conservation Area;

iv. The use of cheaper or artificial materials that imitates traditional material should be avoided and alteration in existing buildings must use local material to maintain the character of the area; and

v. Development should maximise the reuse or recycle of material already on site or locally to minimise the adverse effect generated by construction.

DC.04 Architectural style, material and details
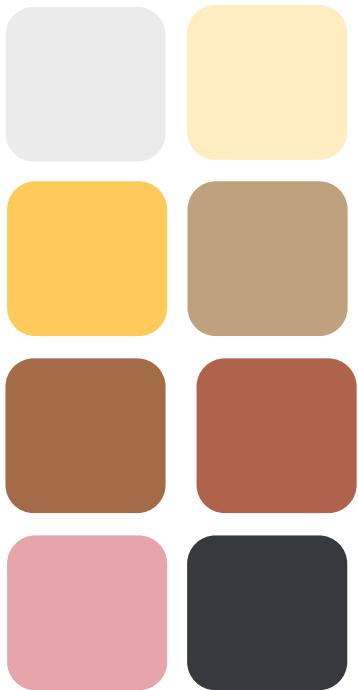
Colour Palette

Thatched roof

Slate tiles

Red clay pantiles

Timber framing

Multi-tonal bricks

Red brick

Colour washed wall

Tarred or black weath-er-boarding

Tall hedges or other landscaping features

Wood fences

Red brick walls

Flint wall

AECOM

DC.05 Open space and landscape

DC.05.1 Open space

The presence of open space within and around Glemsford makes an important contribution to the character of the settlements. This is often combined with mature trees, hedges and the surrounding landscape which positively contribute to creating an attractive area with a distinctive rural quality. Trees, hedgerows and other vegetation also contribute to the quality of the street scene.

i. Open space should have a purpose and be of a size, location and form appropriate for the intended use, avoiding space left over after planning or pushing open space to the periphery of development.

ii. Open spaces should be located within walking distance from their intended users, and if possible linked to form connected green networks. Where direct links are not possible, open spaces should be linked through green routes, shared surface and tree lined streets.

iii. Public open spaces should be overlooked by surrounding buildings to promote natural surveillance and social gatherings. This could be achieved by placing them at the centre of the neighbourhood or part of the neighbourhood.

Figure 47: There are a number of open spaces in Glemsford which make an important contribution to the character of the area and provide essential amenities to the community.

F.47

DC.05 Open space and landscape

iv. New open spaces should not be used as a divisive measure between new and existing development, even though green buffer zones which distinguish between older and new development are acceptable.

v. Open spaces should to offer choices for the needs and desires of users of all ages and abilities. These include active sports, play spaces, communal gardens and quiet spaces. Play spaces should be accessible to all children and their design must considers seating areas for carers, shaded spaces and no hidden spots.

vi. Play areas should include elements relating to nature and landscape and the equipment and fittings employed should be of high quality, durability and conforming to the relevant standard.

vii. Existing open green space, including private gardens should be protected from unsympathetic development where this would have an adverse impact on the spacious character of the existing site and the area.

viii. Existing landscape features must be retained and enhanced by additional planting and/or new landscape elements.

ix. Historic field pattern should be preserved and, where possible enhanced.

DC.05.2 Biodiversity and wildlife

The landscape of ancient woodlands around Glemsford has a biodiversity interest in providing wildlife corridors and refuges for wildlife in an otherwise intensively farmed landscape. New and existing development must preserve the biodiversity of the area and where possible enhance it.

i. Development should seek to protect existing habitats and strengthen the biodiversity of the natural environment.

ii. Developments must preserve and protect the local wildlife and seek the creation of green corridors to benefit biodiversity.

iii. New development should employ boundary treatments to the side and rear of the property, which are permeable to wildlife. For example, native hedgerow, gapped wooden palisade or 'hit and miss' fencing with wildlife friendly gravel boards should be considered.

Figure 48: There are a number of natural and semi-natural open spaces within the village which provide, or have the potential to provide, habitat and enhanced biodiversity.

F.48

DC.05 Open space and landscape

DC.05.3 Lighting and dark skies

The dark skies character of the countryside should be protected. Dark skies benefit both people and wildlife. New developments should aim for an unobstructed sky full of stars. The landscape is predominately affected by sky glow from the streetlights of a larger urban environment but can also be significantly affected by over-bright single sources at the local domestic level.

i. Development must ensure that lighting schemes will not cause unacceptable levels of light pollution particularly in intrinsically dark areas, and should not interfere with the movement of nocturnal wildlife;

ii. Lighting schemes that could be turned off when not needed must be considered to reduce any potential adverse effects; i.e. when a business is closed or, in outdoor areas, switching-off at quiet times between midnight and dawn;

iii. The needs of particular individuals or categories should be considered where appropriate (e.g. the safety of pedestrians and cyclists) and an appropriate level of lighting provided;

iv. Lighting scheme must consider the location of premises where high levels of light may be required for operation or security reasons; and

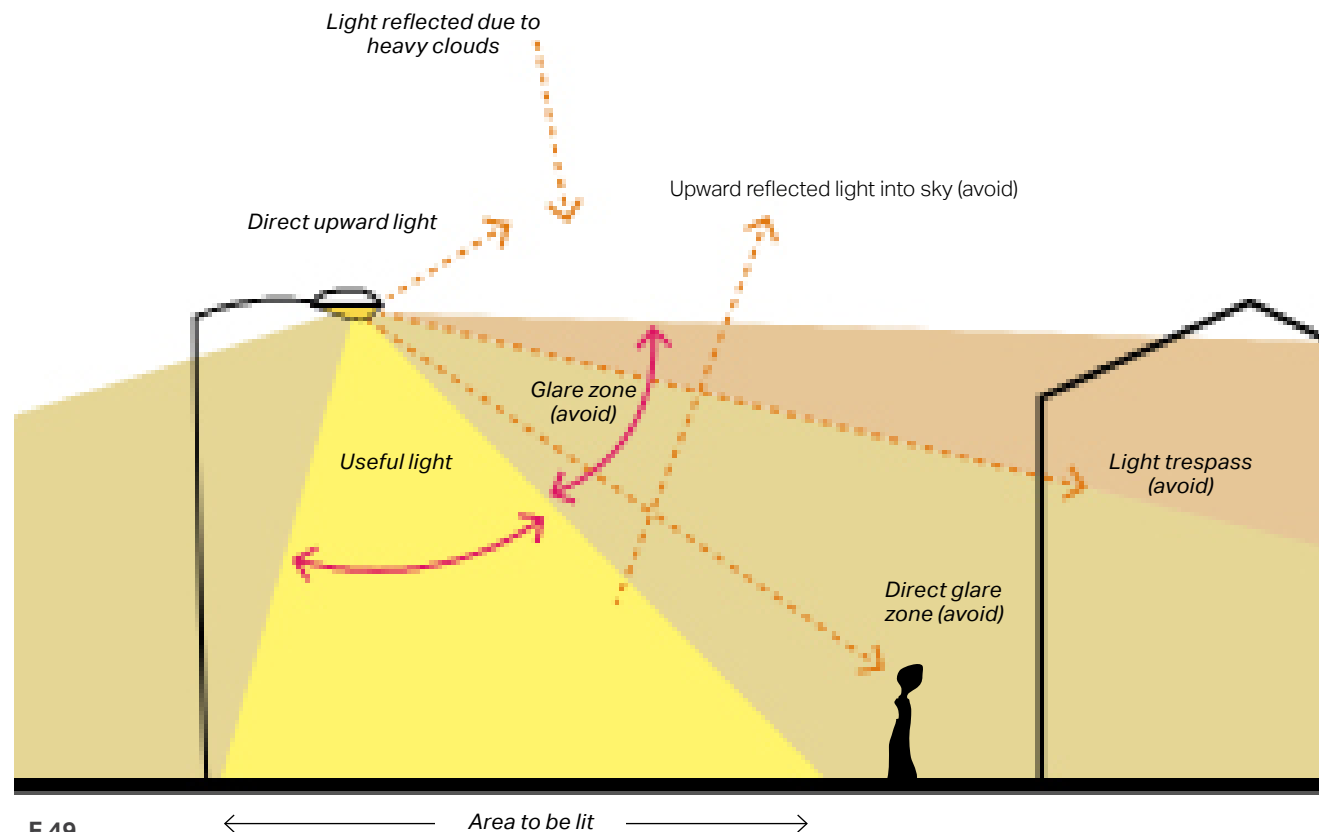v. Given the interface with the wider tranquil landscape, lit settlement edges should be avoided as far as possible.

Figure 49: Lighting considerations diagram.

Light reflected due to heavy clouds

Upward reflected light into sky (avoid)

Direct upward light

Glare zone (avoid)

Useful light

Light trespass (avoid)

Direct glare zone (avoid)

F.49

Area to be lit

DC.06 Boundary treatment

A clear distinction between public and private space is fundamental to creating a good place. Buildings fronting streets, squares and open spaces activate the public realm, therefore, primary access and principal frontages should always face onto public spaces.

Within the residential areas, setbacks from the street and front garden landscaping can provide some privacy for front living rooms while also allowing natural surveillance of the streets. The distance between the backs of properties should be considered in relation to privacy.

There are various boundary treatments throughout the area, but brick walls or boundaries defined by hedgerows to street frontages tend to predominate.

Along main streets such as the B1065, some terraced houses and most semi-detached and detached houses have more defined boundary treatments that creates a better separation between the private and public spaces.

Along smaller residential streets such as Schoolfield and Orchard Way, the boundary treatment is less obvious or sometimes absent altogether. There is less separation between the private and public spaces within these areas.

i. Proposed boundary treatments must achieve a rural character and must reflect locally distinctive forms and materials, consisting of low red brick walls; well-defined hedgerows, small trees or short fencing;

ii. Development must identify existing boundary treatments in the context of the site and consider appropriate boundaries for new development to ensure integration with existing context;

iii. Existing boundary trees and hedgerow should be retained and reinforced with native species; and

iv. Boundary treatments should use locally distinctive traditional materials or hedging comprising native species.

F.50

F.51

Figure 50: Houses with little to no boundary treatments along the main streets in Glemsford.
Figure 51: Terraced houses with hedgerows and low brick walls as boundary treatment along the main streets in Glemsford.

AECOM

DC.07 Access and movement

DC.07.1 Roads

The street layout in Glemsford is reflective of its rural character of historic origins. The B1065 is the main route that the connects the village to its respective parts. The B1065 also connects to the B1066 and A1092, further enhancing the connectivity of the village to surrounding settlements.

Branching off the main arterial road are mostly rural lanes and cul-de-sacs in residential neighbourhoods. Additionally, there are a few public rights of way throughout the village, providing access to the surrounding open countryside.

Street design for new development should adopt an interconnected street layout to allow traffic to be distributed more evenly and reduce congestion. A permeable streets network would encourage the use of active travel including walking and cycling and would generate a higher level of pedestrian activity. This would promote social interaction and enhance natural surveillance at the street level. This would also promote overall vehicle accessibility.

i. Street layouts within development sites should be permeable where possible and should connect to the wider area and to public footpaths;

ii. Street hierarchy must be clear and legible and should respond to the topography of the site;

iii. Street design must incorporate opportunities for landscaping, green infrastructure and sustainable drainage solutions;

iv. New streets must meet the technical highway requirements, should be considered a space to be used by all, not only vehicles, and musts provide opportunities for walking and cycling to local services and facilities and to the countryside beyond; It is essential that the design of new development should include streets and junctions that incorporate the needs of pedestrians, cyclists, and if applicable public transport users;

v. Within the settlement boundaries, streets should not be built to maximise vehicle speed or capacity. Streets and junctions must be designed with the safety and accessibility of vulnerable groups such as children and wheelchair users in mind, and may introduce a range of traffic calming measures; and

vi. New streets should tend to be linear with gentle meandering, providing interest and evolving views while helping with orientation. Routes should be laid out in a permeable pattern allowing for multiple connections and choice of routes, particularly on foot.

Figure 52: Road hierarchy is clear and street layout positively responds to changes in topography.
**Figure 53:** Residential street branching out from the main road.

F.52

F.53

DC.07 Access and movement

DC.07.2 Parking

On-plot parking

All new developments should make adequate provision for car parking. New schemes should contain sufficient off-road parking to avoid exacerbating the dangerous blockages to roads or footpaths that occur, particularly within settlements. The number of parking spaces for different sized dwellings is set out in the *Suffolk Guidance for Parking - Third Edition (May 2019)*.
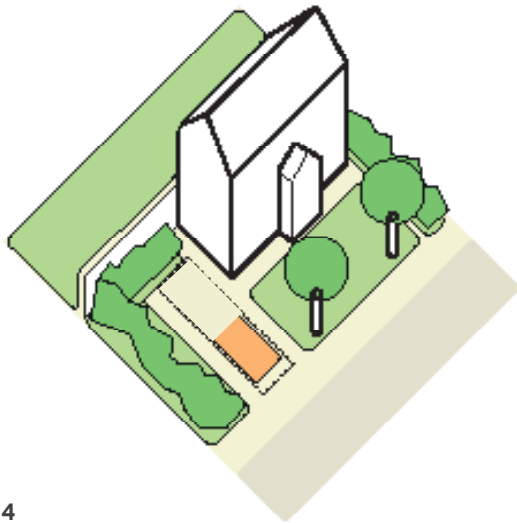
i. On-plot parking can be visually attractive when it is combined with high quality and well designed soft landscaping. Front garden depth from the pavement back should be sufficient for a large family car;

ii. Boundary treatment is the key element to help avoid a car-dominated character. This can be achieved by using elements such as hedges, trees, flower beds, low walls, and high quality paving materials between the private and public space;

iii. Driveways should be constructed from porous materials to minimise surface water run-off; and

iv. New development should be future-proofed for vehicle charging points. Mounted charging points and associated services should be integrated into the design of new development. Cluttered elevations need to be avoided, especially main facades and front elevations.

Figure 54: Diagram showing a good example of on-plot parking provision.
Figure 55: On-plot parking examples in Glemsford.
Figure 56: On-plot parking examples in Glemsford.

F.54

F.55

F.56

DC.07 Access and movement

On-plot garage

Where provided, garages must be designed either as a free-standing structure or as additive form to the main building to ensure continuity of the building line. Minimum requirements are set out in the *Suffolk Guidance for Parking - Third Edition (May 2019)*.

i. Where provided, garages must complement and harmonise with the architectural style of the main building rather than forming a msimatched unit;

ii. Often, garages can be used as a design element to create a link between buildings, ensuring continuity of the building line. However, it should be considered that garages are not prominent elements and they must be designed accordingly; and

iii. Consideration must be given to the integration of bicycle parking and/or waste storage into garages.

F.57

Figure 57: Diagram showing a good example of on-plot garage provision.
Figure 58: Example of houses with on-plot garage in Glemsford.
Figure 59: Example of houses with on-plot garage in Glemsford.

F.58

F.59

DC.07 Access and movement

Rear courtyard parking

Rear courtyard parking is only to be used where it is not possible to provide direct access to individual parking spaces and it should meet the charging point requirements.

i.   Rear parking courtyards should benefit from natural surveillance and be well lit at night, while keeping in mind the lighting principles set out in **DC.05.3**;

ii. Parking courts should be an integral part of the public realm; hence it is important that high quality design and materials are used both for hard and soft landscaping elements;

iii. Public and private spaces should be very clearly defined to avoid confusion and necessary design mitigations should be applied for maximum safety such as gates or barriers;

iv. Parking courts shall be arranged into clusters with a width of 4 spaces maximum, and must be interspersed with trees and soft landscaping to provide shade, visual interest and to reduce both the heat island effect and impervious surface areas; and

v.   Access to the parking courtyards should be through archways where possible to ensure the continuity of the street frontage.
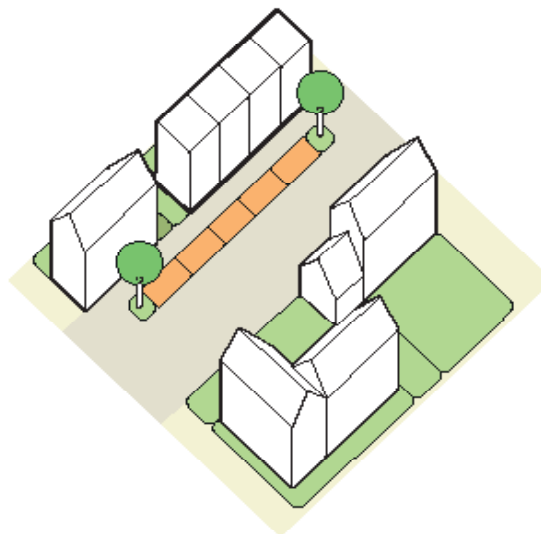
F.60

Figure 60: Diagram showing a good example of a rear courtyard parking.

DC.07.3 Bicycle parking and storage

The use of alternative modes of transport such as walking and cycling should be encouraged and supported with appropriate facilities. Therefore, all new developments should provide a safe and convenient cycle storage/parking in new homes and employment sites.

i.   Cycle storage must be provided at a convenient location with easy access. If it is located in rear gardens, a clear unobstructed access route should be provided. The storage space must be designed for flexible use and should be well integrated into the streetscape if it is allocated at the front of the house. The storage structure can be either stand-alone or part of the main building;

ii. New residential developments must provide secured covered cycle parking and publicly available cycle parking in the public realm. For residential units, where there is no garage on plot, covered and secured cycle parking must be provided within the domestic curtilage. The use of planting and smaller trees alongside cycle parking can be used to mitigate any visual impact on adjacent spaces or buildings; and

iii. Visitor cycle parking within residential areas must be provided close to the buildings in the form of a suitable stand or wall bar. Bicycle stands in the public realm should be sited in locations that are convenient and that benefit from adequate natural surveillance. They should be placed in locations that do not impede pedestrian mobility or kerbside activities.

DC.07 Access and movement

DC.07.4 Legibility and wayfinding

A legible and well signposted place is easier for people to understand as they can better orientated using landmarks and visual clues in the townscape. Being able to understand how a place fits together and knowing how to negotiate your way through it makes for a more pleasant experience. It also helps people feel more safe and connected with their environment.

There are already a number of elements in the village that help people locate themselves, including landmark buildings (such as churches or public houses), specimen trees and smaller elements such as signs or street furniture. Where the mentioned features exist, they should be protected; while new development should seek to use the same mix of elements to create clear visual links and establish a clear hierarchy and relationship between different spaces.

i. Wayfinding must be clearly established throughout village, particularly along pedestrian routes, and should be designed to complement and not clutter the public realm; and

ii. New development should be designed and laid out in a manner that facilitates intuitive orientation and navigation, through appropriate uses of vistas and memorable features.

F.61

Local landmark buildings-such as listed buildings can be used as a point of orientation

Utilise high quality trees and landscaping to help with the wayfinding along the main desired path

Make the best use of mature trees to mark the entrance to a development or distinct area within it

F.62

Figure 61: Village sign in Glemsford that acts as a local landmark.
Figure 62: Diagram showing wayfinding elements within the public realm.
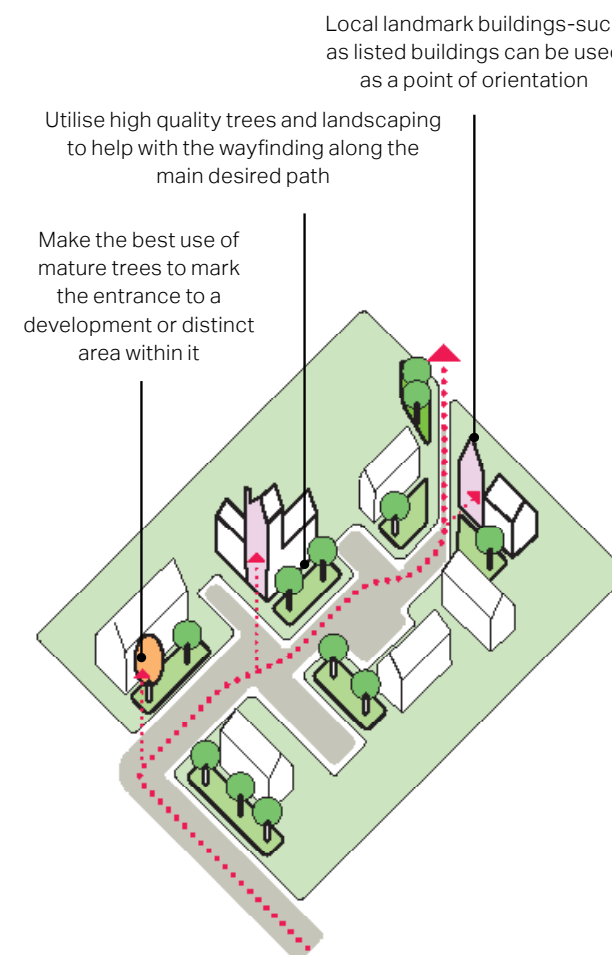
DC.08 Views

The landscape which surroundings Glemsford plays an important role in providing a rural setting, particularly in distant views. There are also a number of key views of landmark features in the area which contribute to creating a sense of place and identity.

The views to and from the Church of St. Mary's should be protected and enhanced as it is an important landmark that sits on a higher elevation than the rest of the village. Some views towards the open countryside, especially in the developments towards the south of the village should be protected and where possible, enhanced.

Proposals must consider the effects upon views, landmarks, topography, natural features and sky of the new development, to protect and enhance any significant views. Proposals should also identify potentially relevant new views and opportunities for vantage points over the surrounding landscape. In addition, proposals need to use the landscape appraisal, prepared for Glemsford NP, as a reference point to guide new development.

i. Development must identify key views around the new development, assess its visual impact and consider its effects on both the surrounding landscape points and neighbouring communities and settlements;

ii. Development must identify whether the development will be visible on the skyline in distant views and if so, what its impact will be particularly in relation to the roofscape of existing buildings. Proposal for new developments must not dominate or distract from key views;

iii. Proposal for new developments must not obstruct any established view. Views from within the village to the wider landscape beyond should be preserved and where possible enhanced; and

iv. Development proposal should take consideration of the peculiar topography of the area surrounding the village and avoid development which reduces the physical and visual separation of the village from the nearby settlements.

Figure 63: View towards the open countryside from a slightly raised elevation within the village.
Figure 64: View towards the open countryside from the village

DC.08 Views

Figure 65: View towards the landscape around Glemsford from Duffs Hill
Figure 66: View towards the landscape of Glemsford from the topographical point of the Church of St. Mary.

F.65

F.66

DC.09 Extension and alterations*

There are multiple ways to create extra space within a building using different types of extensions. Extensions must be designed to an appropriate scale and be secondary to the original building. The pitch and form of a building's roof forms part of its character; therefore, extensions should respond by enhancing the existing character. Extensions should consider the materials, architectural features and proportions of the original building and designed to complement these existing elements.

i. The character of the existing building, along with its scale, form materials and details should be respected and taken into consideration when preparing proposals for alterations and/or extensions;

ii. External extensions should respect or enhance the visual appearance of the original buildings and the character of the wider street scene;

iii. Extensions should be subordinate in terms of scale and form and shall not be visually dominant or taller than the existing building.

iv. Extensions should be recessed or in line with the existing building façade and should use lower ridge and eaves levels to ensure that the length and width of the extension are less than or similar to the dimensions of the original building;

v. Extensions should be designed using materials and details to match the existing building or alternately, should use contrasting materials and details with a contemporary design approach, but in either case extensions should create a harmonious composition overall and a strong degree of unity with the original building;

vi. Extensions should safeguard the privacy and daylight amenity of neighbouring properties;

vii. Extensions should retain on-site parking capacity and a viable garden area to meet the needs of future occupiers; and

viii. Extensions of existing buildings should help to reduce carbon emission by complying with high energy efficiency standards and utilising low energy design.

*Some extensions do not need planning permission as they are covered by permitted development rights. For further information see website https://www.planningportal.co.uk/info/200130/common_projects/17/extensions

Figure 67: Good examples of extensions of existing buildings within the village.

F.67

DC.09 Extension and alterations

Side extensions

Side extensions are another popular way to extend a building to create extra living space. However, if they are badly designed, they will detract from the appearance of the building and the wider townscape. Single-storey and double storey side extensions should be set back from the main building and complement the materials and detailing of the original building, particularly along the street elevation. The roof of the extension should harmonise with that of the original building; flat roofs should be avoided. Side windows should also be avoided unless it can be demonstrated that they would not result in overlooking of neighbouring properties.

F.68

F.69

Rear extensions

Single storey rear extensions are generally the easiest way to extend a house and provide extra living space. The extension should be set below any first-floor windows and designed to minimise any effects of neighbouring properties, such as blocking day light. A flat roof is generally acceptable for a single storey rear extension.

Double storey rear extensions are not common as they usually effect neighbours' access to light and privacy, however, sometimes the size and style of the property allows for a two-storey extension. In these cases, the roof form and pitch should reflect the original building and sit slightly lower than the main ridge of the building.
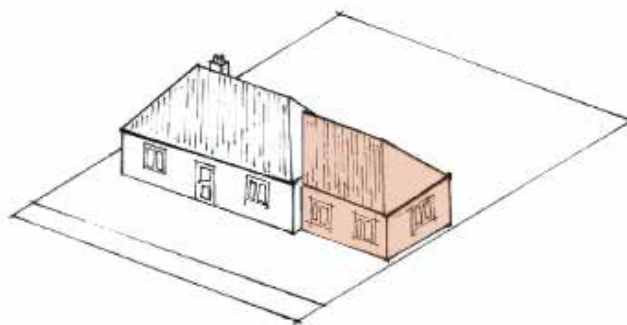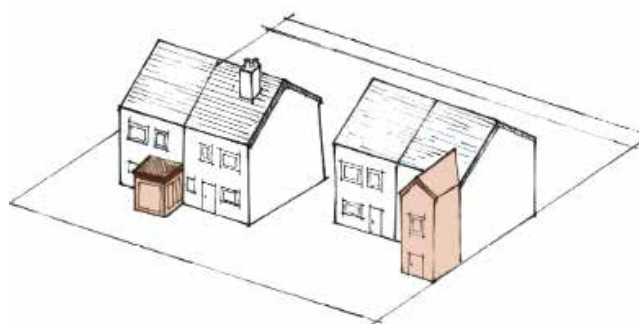
F.70

Figure 68: Diagrams showing single storey side extension.
Figure 69: Diagrams showing double storey side extension.
Figure 70: Diagrams showing single and double storey rear extension.

DC.10 Conversion of existing buildings

Retention and reuse of existing buildings is a sustainable option, in that it retains embodied energy/carbon and minimises the use of new resources.

The conversion or adaptation of existing vacant or redundant buildings is encouraged, particularly where they make a significant contribution to the wider townscape and the character of the area.

Figure 71: Examples of conversion of existing building into residential units.

i. Proposals for the conversion of an existing property should be sympathetic to the building and propose an appropriate reuse/adaptation of the asset;

ii. The architectural character and scale of the building should be carefully considered, and traditional materials and simple detailing employed when converting an existing building;

iii. Existing window and door openings should be retained and reused, and the number of new openings kept to a minimum. This is particularly important in the case of farm buildings to ensure that their agricultural character is retained;

iv. Proposals to employ the imitation of historic architectural styles, using cheaper modern materials and demonstrating a lack of attention to detail as to the character and form of historic buildings within the settlement (including matters such as materials, proportion, massing, fenestration, rooflines/detailing, etc.), will be resisted; and

v. Conversion of existing garages shall not result in a reduction in existing on-site parking.

F.71

DC.11 Development affecting heritage assets

As Glemsford is an ancient village, there are several heritage assets within the village that are essential to its character. Glemsford also has a Conservation Area whose character and features must be respected.

Designated heritage assets include several Grade I, Grade II*, and Grade II listed buildings, most of which are within the Conservation Area.

Church of St. Mary's is the only Grade I listed building, dating back to the 14th century. Some notable Grade II* listed buildings include the Angel House in Egremont Street, Angel Inn, Peverells House on Tye Green, and Chequers on Chequers Lane.

i. Development which affects any designated and non-designated heritage asset must respect the significance of the asset and must demonstrate how local distinctiveness is reinforced;

ii. Development should respect the significance of any designated and non-designated heritage assets. Particular consideration shall be given to maintaining their role in framing, punctuating or terminating key views through, out of and into the village; and

iii. Particular consideration shall be given to the retention of open spaces and gaps between buildings to sustain the historic form and pattern of development and the setting of heritage assets.

Figure 72: Chequers, listed building.
Figure 73: Glemsford, Church of St. Mary's.

F.72

F.73

DC.10 Sustainable design

DC.12.1 Sustainable design

This section introduces examples of energy efficient technologies and strategies that could be incorporated into new and existing buildings. Although these do not constitute a policy requirement, new development would be highly encouraged to embed these guidelines into their proposals.

New developments should be designed for climate change mitigation and adaptation. Development proposals should consider layout, aspect, massing and use of materials in order to reduce energy consumption and thereby minimise contributions to climate change.

Historic buildings within the parish can provide good examples of sustainable layouts and construction methods along with the efficient use of energy and local resources. The survival of these historic buildings reflect their success and adaptability.

There are opportunities in most historic buildings to improve energy conservation without causing harm, through measures such as secondary glazing, improved loft insulation using natural materials, low energy lighting and the use of fuel-efficient boilers. In some situations, renewable energy technologies can also be installed without causing harm to the heritage significance.

i. The orientation of buildings within the plot, along with the site topography, must be considered to maximise solar gain while keeping a consistent frontage to the street;

ii. Living spaces within each typology should be oriented according to the expected use of each room, e.g. sun in the morning for kitchens, during the day for living areas, and in the evening for bedrooms;

iii. The design of new developments must maximise the use of energy efficiency and energy conservation fixtures, fittings and technology. Passive methods of heating and cooling and the use of renewable energy technologies such as ground source and air source heat pumps, biomass heating, photovoltaics and solar panels must be considered for new developments. Opportunities for the use of the same technologies in existing buildings, when undergoing refurbishment, will also be expected;

iv. Appropriate materials and detailing should be considered to minimise heat loss. Direct entry from the street to an interior living space should be avoided where possible; and

v. Solar access along the south façade should be maximised and openings on the north one minimised. Appropriate shading elements and cross ventilation should be employed in new and existing buildings.

DC.10 Sustainable design

DC.12.2 Energy efficient housing and energy production

Energy efficient or eco design combines all-round energy efficient construction, appliances, and lighting with commercially available renewable energy systems, such as solar water heating and solar electricity.

Starting from the design stage, there are strategies that can be incorporated towards passive solar heating, cooling and energy efficient landscaping which are determined by local climate and site conditions. The retrofit of existing buildings with eco design solutions should also be encouraged.

The aim of these interventions is to reduce overall home energy use as cost effectively as the circumstances permit. The final step towards a high-performance building would consist of other on site measures towards renewable energy systems.

It must be noted that eco design principles do not prescribe a particular architectural style and can be adapted to fit a wide variety of built characters. A wide range of solutions is also available to retrofit existing buildings, included listed properties, to improve their energy efficiency[1] (See fig. 76).

1 Historic England. https://historicengland.org.uk/advice/technical-advice/energy-efficiency-and-historic-buildings/

i. Buildings must be built with high levels of energy efficiency. Construction materials should be effectively reused, recycled and locally sourced. Material should be transported on site in the most sustainable manner and have low embodied energy; and

ii. Buildings must achieve at least a minimum level of carbon reductions through a combination of energy efficiency, on-site energy supply and/or (where relevant) directly connected low carbon or renewable heat and choose from a range of (mainly off-site) solutions for tackling the remaining emissions.

F.74

F.75

Figure 74: Semi-detached house with solar roof panel in Glemsford.
Figure 75: Bungalows with solar roof panels in Glemsford.

AECOM

DC.10 Sustainable design

Existing homes

1 **Insulation** in lofts and walls (cavity and solid)

2 **Double or triple glazing with shading** (e.g. tinted window film, blinds, curtains and trees outside)

3 **Low- carbon heating** with heat pumps or connections to district heat network

4 **Drought proofing** of floors, walls, windows and doors

5 **Highly energy- efficient appliances** (e.g. A++ and A+++ rating)

6 **Highly waste- efficient devices** with low-flow showers and taps, insulated tanks and hot water thermostats

7 **Green space (e.g. gardens and trees)** to help reduce the risks and impacts of flooding and overheating

8 **Flood resilience and resistance** with removable air back covers, relocated appliances (e.g. installing washing machines upstairs), treated wooden floors

New build homes

A **High levels of airtightness**

B **More fresh air** with the mechanical ventilation and heat recovery, and passive cooling

C **Triple glazed windows and external shading** especially on south and west faces

D **Low-carbon heating** and no new homes on the gas grid by 2030 at the latest

E **Water management and cooling** more ambitious water efficiency standards, green roofs and reflective walls

F **Flood resilience and resistance** e.g. raised electrical cords, concrete floors and greening your garden

H **Construction and site planning** timber frames, sustainable transport options (such as cycling)

I **Solar panel**

J **Electric car charging point**

F.76

Figure 76: Diagram of a low-carbon home.

AECOM

DC.10 Sustainable design

DC. 12.3 Sustainable Drainage System (SUDs)

New developments should seek to reduce flood risk overall through creation of multi-functional green infrastructure and sustainable drainage systems. It is essential to demonstrate that the development will be safe and flood risk is not increased elsewhere.

It is important to change the traditional approach to managing flood risk to one of accepting water as a valuable resource whose benefits should be maximised within the design process.

New developments should consider the amenity and aesthetic value of surface water in the urban environment alongside long term environmental, biological and social factors in the context of climate change and urbanisation.

SuDS should be considered as a key design tool to achieve those wider goals and not a mere functional requirement.

i. New and existing developments must capitalise on SuDS possibilities as a key design element to provide amenity and aesthetic value to the development.

SuDS definition

The Sustainable Draining System (SuDs) cover a range of approaches to managing surface water in a more sustainable way to reduce flood risk and improve water quality whilst improving amenity benefits.

SuDS work by reducing the amount and rate at which surface water reaches a waterway or combined sewer system. The most sustainable option is collecting this water for reuse as this has the added benefit of reducing pressure on important water sources.

Where reuse is not possible there are two alternative approaches using SuDS:

- Infiltration, which allows water to percolate into the ground and eventually restore groundwater.

- Attenuation and controlled release, which holds back the water and slowly releases it into the sewer network. This reduces the peak flow of the sewer system and prevents overflowing. This option is suitable when infiltration is not possible or where infiltration could be polluting.

The most effective type of SuDs depend on site-specific conditions (infiltration rate, slope, presence of ground contamination, etc.). However, a number of overarching principles summarised can be applied:

- Reduce runoff rates by facilitating infiltration into the ground or by providing attenuation that stores water so that it does not overwhelm water courses or the sewer network.

- Integrate into development and improve amenity through early consideration in the development process and good design practices.
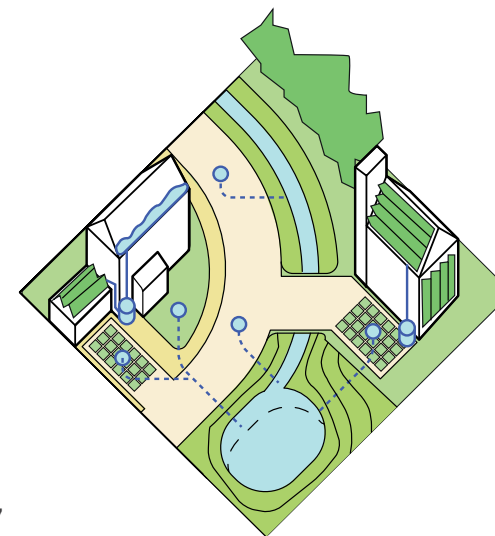

Figure 77: Diagram showing the best use of harvesting water systems rain garden, swales, permeable paving, green roofs, etc.

F.77

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DC.10 Sustainable design

- SuDS are often as important in areas that are not directly in an area of flood risk themselves, as they can help reduce downstream flood risk by storing water upstream.

- Some of the most effective SuDS are vegetated, using natural processes to slow and clean the water whilst increasing the biodiversity value of the area.

- Best practice SuDS schemes link the water cycle to make the most efficient use of water resources by reusing surface water.

- SuDS must be designed sensitively to augment the landscape and provide biodiversity and amenity benefits.

Storage and slow release

Rainwater harvesting refers to the systems allowing the capture and storage of rainwater as well as those enabling the reuse on-site of grey water. Simple storage solutions, such as water butts, can help provide significant attenuation. To be able to continue to provide benefits, there has to be some headroom within the storage solution. If water is not reused, a slow release valve allows water from the storage to trickle out, recreating capacity for future rainfall events.
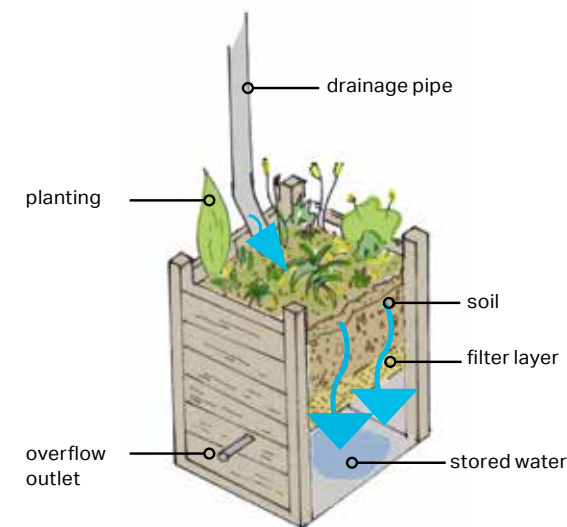
New digital technologies that predict rainfall events can enable stored water to be released when the sewer has greatest capacity to accept it.

These systems involve pipes and storage devices that could be unsightly if added without an integral vision for design. Therefore, some design recommendations would be to:

- Conceal tanks by cladding them in complementary materials.

- Use attractive materials or finishing for pipes.

- Combine landscape/planters with water capture systems.

- Underground tanks.

- Utilise water bodies for storage.

Figure 78: Diagram illustrating the functioning of a stormwater planter.
Figure 79: Diagram illustrating the functioning of a water butt.

drainage pipe

planting

soil

filter layer

overflow outlet

stored water

F.78

drainage pipe

water storage

water outlet valve
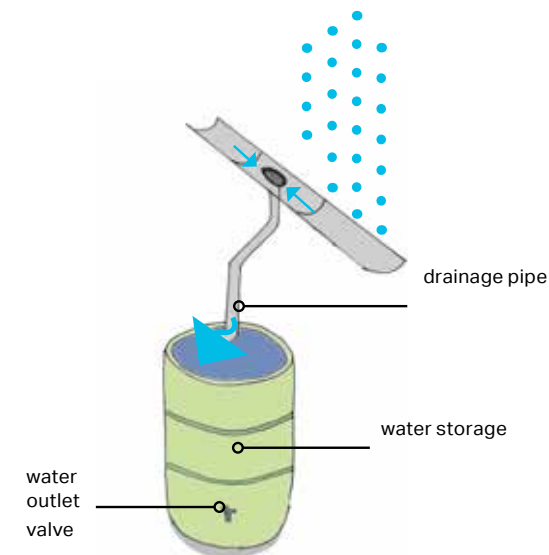
F.79

DC.10 Sustainable design

Bioretention systems

Bioretention systems, including soak away and rain gardens, can be used within each development, along verges, and in semi-natural green spaces. They must be designed to sit cohesively with the surrounding landscape, reflecting the natural character of the Parish. Vegetation must reflect that of the surrounding environment.

They can be used at varying scales, from small-scale rain gardens serving individual properties, to long green-blue corridors incorporating bioretention swales, tree pits and mini-wetlands, serving roads or extensive built-up areas.

These planted spaces are designed to enable water to infiltrate into the ground. Cutting of downpipes and enabling roof water to flow into rain gardens can significantly reduce the runoff into the sewer system. The UK Rain Garden Design Guidelines provides more detailed guidance on their feasibility and suggests planting to help improve water quality as well as attract biodiversity.[1]

F.80

drainage pipe (optional)
planting mix
ponding zone
gravel reservoir
soil filter

F.81

planting
paving
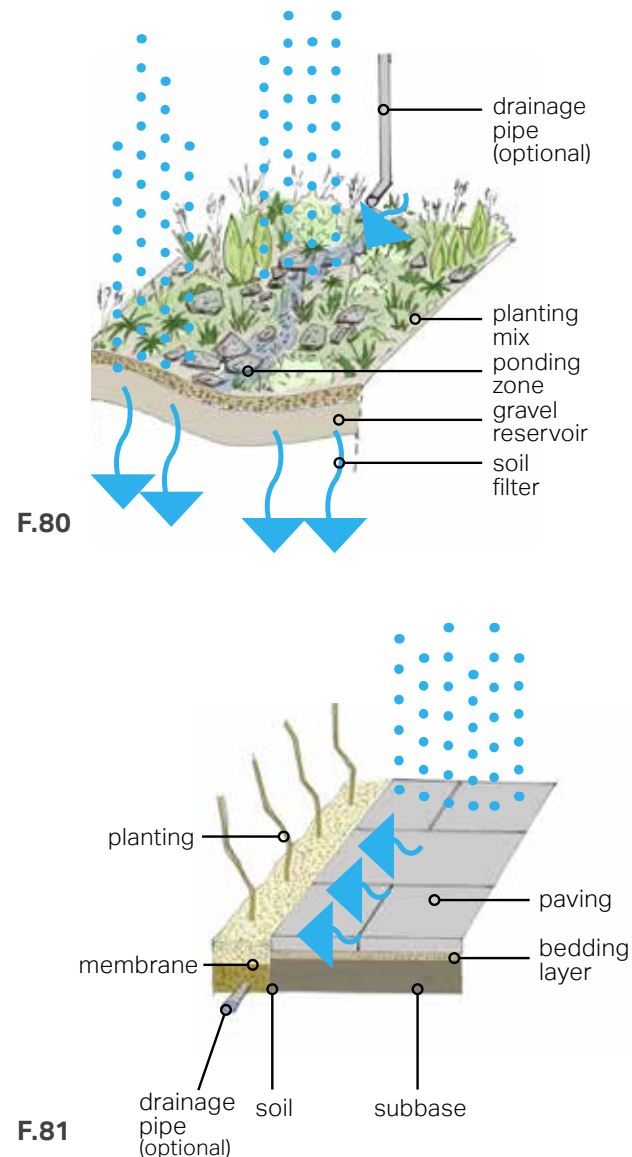bedding layer
membrane
drainage pipe (optional)
soil
subbase

Figure 80: Diagram illustrating the functioning of a rain garden.
Figure 81: Diagram illustrating the functioning of a soak away garden.

1 UK Rain Gardens Guide. Available at: https://raingardens.info/wp-content/uploads/2012/07/UKRainGarden-Guide.pdf

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3.2 General questions to ask and issues to consider when presented with a development proposal

Because the design guidance and codes in this chapter cannot cover all design eventualities, this section provides a number of questions based on established good practice against which the design proposal should be evaluated. The aim is to assess all proposals by objectively answering the questions below. Not all the questions will apply to every development. The relevant ones, however, should provide an assessment as to whether the design proposal has taken into account the context and provided an adequate design solution.

As a first step there are a number of ideas or principles that should be present in all proposals. These are listed under "General design guidance for new development." Following these ideas and principles, a number of questions are listed for more specific topics on the following pages.

General design guidance for new development:

- Does the proposal integrate with existing paths, streets, circulation networks and patterns of activity?

- Does it reinforce or enhance the established settlement character of streets, greens, and other spaces?

- Does it harmonise and enhance existing settlement in terms of physical form, architecture and land use?

- Does it relate well to local topography and landscape features, including prominent ridge lines and long-distance views?

- Does it reflect, respect, and reinforce local architecture and historic distinctiveness?

- Does the development retain and incorporate important existing features of the site?

- Does the development respect surrounding buildings in terms of scale, height, form and massing?

- Does the development adopt contextually appropriate materials and details?

- Does the proposal provide adequate open space for the development in terms of both quantity and quality?

- Does it ncorporate necessary services and drainage infrastructure without causing unacceptable harm to retained features?

- Does the proposal ensure all its components e.g. buildings, landscapes, access routes, parking and open space are well related to each other?

- Does the proposal make sufficient provision for sustainable waste management (including facilities for kerbside collection, waste separation, and minimisation where appropriate) without adverse impact on the street scene, the local landscape or the amenities of neighbours?

- Does the proposal positively integrate energy efficient technologies?

- Does the proposal ensure that places are designed with management, maintenance and the upkeep of utilities in mind?

- Does the proposal seek to implement passive environmental design principles by, firstly, considering how the site layout can optimise beneficial solar gain and reduce energy demands (e.g. insulation), and finally incorporating renewable energy sources?

Street grid and layout

- Does it favour accessibility and connectivity? If not, why?

- Do the new points of access and street layout have regard for all users of the development; in particular pedestrians, cyclists and those with disabilities?

- What are the essential characteristics of the existing street pattern; are these reflected in the proposal?

- How will the new design or extension integrate with the existing street arrangement?

- Are the new points of access appropriate in terms of patterns of movement?

- Do the points of access conform to the statutory technical requirements?

Local green spaces, views and character

- What are the particular characteristics of this area which have been taken into account in the design; i.e. what are the landscape qualities of the area?

- Does the proposal maintain or enhance any identified views or views in general?

- How does the proposal affect the trees on or adjacent to the site?

- Can trees be used to provide natural shading from unwanted solar gain? i.e. deciduous trees can limit solar gains in summer, while maximising them in winter.

- Has the proposal been considered within its wider physical context?

- Has the impact on the landscape quality of the area been taken into account?

- In rural locations, has the impact of the development on the tranquility of the area been fully considered?

- How does the proposal impact on existing views which are important to the area and how are these views incorporated in the design?

- How does the proposal impact on existing views which are important to the area and how are these views incorporated in the design?

- Can any new views be created?

- Is there adequate amenity space for the development?

- Does the new development respect and enhance existing amenity space?

- Have opportunities for enhancing existing amenity spaces been explored?

- Will any communal amenity space be created? If so, how will this be used by the new owners and how will it be managed?

Local green spaces, views and character

- Is there opportunity to increase the local area biodiversity?

- Can green space be used for natural flood prevention e.g. permeable landscaping, swales etc.?

- Can water bodies be used to provide evaporative cooling?

- Is there space to consider a ground source heat pump array, either horizontal ground loop or borehole (if excavation is required)?

Gateway and access features

- What is the arrival point, how is it designed?

- Does the proposal maintain or enhance the existing gaps between settlements?

- Does the proposal affect or change the setting of a listed building or listed landscape?

- Is the landscaping to be hard or soft?

Buildings layout and grouping

- What are the typical groupings of buildings?

- How have the existing groupings been reflected in the proposal?

- Are proposed groups of buildings offering variety and texture to the townscape?

- What effect would the proposal have on the streetscape?

- Does the proposal maintain the character of dwelling clusters stemming from the main road?

- Does the proposal overlook any adjacent properties or gardens?
  How is this mitigated?

Buildings layout and grouping

- Subject to topography and the clustering of existing buildings, are new buildings oriented to incorporate passive solar design principles, with, for example, one of the main glazed elevations within 30° due south, whilst also minimising overheating risk?

- Can buildings with complementary energy profiles be clustered together such that a communal low carbon energy source could be used to supply multiple buildings that might require energy at different times of day or night? This is to reduce peak loads. And/or can waste heat from one building be extracted to provide cooling to that building as well as heat to another building?

Building line and boundary treatment

- What are the characteristics of the building line?

- How has the building line been respected in the proposals?

- Has the appropriateness of the boundary treatments been considered in the context of the site?

Building heights and roofline

- What are the characteristics of the roofline?

- Have the proposals paid careful attention to height, form, massing and scale?

- If a higher than average building(s) is proposed, what would be the reason for making the development higher?

- Will the roof structure be capable of supporting a photovoltaic or solar thermal array either now, or in the future?

- Will the inclusion of roof mounted renewable technologies be an issue from a visual or planning perspective? If so, can they be screened from view, being careful not to cause over shading?

Household extensions

- Does the proposed design respect the character of the area and the immediate neighbourhood, and does it have an adverse impact on neighbouring properties in relation to privacy, overbearing or overshadowing impact?

- Is the roof form of the extension appropriate to the original dwelling (considering angle of pitch)?

- Do the proposed materials match those of the existing dwelling?

- In case of side extensions, does it retain important gaps within the street scene and avoid a 'terracing effect'?

- Are there any proposed dormer roof extensions set within the roof slope?

- Does the proposed extension respond to the existing pattern of window and door openings?

- Is the side extension set back from the front of the house?

- Does the extension offer the opportunity to retrofit energy efficiency measures to the existing building?

- Can any materials be re-used in situ to reduce waste and embodied carbon?

Delivery

04

4. Delivery

This section concludes the document with recommendations on how it should be used in practice.

This document provides design guidance and codes for Glemsford based on an assessment of the existing built form and environmental components that characterise the Neighbourhood Plan area. This document is intended to facilitate future development in creating high quality places that respond to and complement the existing character and landscape setting of the village.

The design guidance and codes will be the mechanism by which the Neighbourhood Plan group can secure suitable, context-driven developments in the village. It will give certainty to both the local communities and developers and provide them with an understanding of what is expected of new developments. It is hoped

that this certainty will bring benefits - both in terms of quality and timeliness required to progress development proposals through the planning system.

The different ways in which the design guidance and codes might be used by different stakeholders are set out in the table below:

Actors	How They Will Use the Design Guidelines
Applicants, developers, and landowners	As a guide to community and Local Planning Authority expectations on design, allowing a degree of certainty – they will be expected to follow the Guidelines as planning consent is sought.
Local Planning Authority	As a reference point, embedded in policy, against which to assess planning applications. The Design Guidelines should be discussed with applicants during any pre-application discussions.
Parish Council	As a guide when commenting on planning applications, ensuring that the Design Guidelines are complied with.
Community organisations	As a tool to promote community-backed development and to inform comments on planning applications.
Statutory consultees	As a reference point when commenting on planning applications.

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